

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MINUTES**

July 14, 2016

A regular meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Office of Occupations and Professions in Frankfort, KY on July 14, 2016.

MEMBERS PRESENT

Kevin Priddy, Chair
Camille Skubik-Peplaski
Rhonda Tapp Edwards
Thomas Miller
Scott DeBurger

OCCUPATIONS AND PROFESSIONS STAFF

Jennifer Hutcherson, Board Administrator
Robin Vick, Administrative Section Supervisor

OTHERS

Ryan Halloran, Office of the Attorney General
Stacy Grider, KOTA

MEMBERS ABSENT

Laura Strickland
Sheila Levy

Mr. Kevin Priddy, Chair, called the meeting to order at 1:20 pm. Mr. Priddy invited Ms. Grider, KOTA representative, to sit at the table with the board during the meeting.

Consent agenda - Minutes, Monthly Financial Report and Legal Fees

Minutes of the June 9, 2016 meeting, financial report for June 2016 and legal fees for May 2016 were presented for the Board's review. Mr. Miller made a motion to approve the consent agenda as presented. The motion, seconded by Ms. Edwards, carried.

O&P Report

Ms. Vick informed the board of Governor Bevin's new red tape reduction initiative. Ms. Edwards requested that O&P let board members know ahead of time when changes are being made.

Board Attorney's Report

Mr. Halloran stated that Nicole Biddle would be returning from maternity leave in August and the AG's office would be more responsive once she returns.

Pending Complaints

2014-06: Mr. Halloran has been in touch with the respondent's attorney and is awaiting receipt of a settlement agreement for the board to consider.

2016-01: Ms. Edwards made a motion to have Mr. Halloran send a letter to the respondent's attorney with an offer of a settlement agreement where the respondent agrees to read the practice act and write a two page paper on ethics and supervision, which will not be considered disciplinary action. Mr. Miller seconded the motion, and it carried. Ms. Skubik-Peplaski abstained from the vote.

2016-02: Ms. Edwards made a motion to have Mr. Halloran send a letter to the respondent's attorney with an offer of a settlement agreement where the respondent agrees to read the practice act and write a two page paper on ethics and supervision, which will not be considered disciplinary action. Mr. Miller seconded the motion, and it carried. Ms. Skubik-Peplaski abstained from the vote.

2016-03: Ms. Skubik-Peplaski made a motion to have Mr. Halloran send a letter to the respondent's attorney with an offer of a settlement agreement where the respondent shows proof of training on the topic of confidentiality with protected health information. The motion, seconded by Mr. Miller, carried. Mr. DeBurger abstained from the vote.

Old Business

Mr. Miller made a motion to proceed with changes to all forms, except for DPAM forms, as presented by Ms. Hutcherson, with any final changes being sent to Ms. Hutcherson by four o'clock pm next Thursday, July 21. The motion, seconded by Ms. Skubik-Peplaski, carried.

Mr. Priddy, Mr. DeBurger and Ms. Edwards will work with Ms. Strickland or with the most recent revised copy of the telehealth and CCU regulations to get them filed.

New Business

The board discussed the supervision audit that was received well after the April 1 deadline. Mr. Miller made a motion to require monthly supervision audits for the licensee, beginning August 1, 2016 and ending July 31, 2017. The supervision audits shall be due by the fifth of each month, beginning September 5, 2016. The motion, seconded by Ms. Edwards, carried. Ms. Hutcherson will draft a letter and send it to Mr. Halloran for approval before mailing the letter to the licensee.

The board reviewed an email regarding an OTA writing up an age disability program. The board responded that the OTA can contribute to the program but must be under the supervision and guidance of an OT, with reference to 201 KAR 28:130 (6).

The board reviewed a letter from AOTA regarding case management.

The board reviewed a request from NBCOT to accept current certification/registration as fulfilling the CCU requirements for Kentucky license renewal. The board responded that the board currently accepts NBCOT Navigator and NBCOT approved CEUs but will not, at this time, be changing regulations to accept current NBCOT certification/registration as fulfilling CEU requirements for state licensure renewal.

The board reviewed a request from a licensee to no longer carry a Kentucky OT license immediately, so as to not be out of compliance with not completing the mandatory suicide training due by July 31. Mr. Halloran advised the board that they could let the licensee surrender the license. Ms. Skubik-Peplaski made a motion that the licensee could go on inactive status and let the license expire at the end of the renewal grace period, or the licensee can surrender the license upon receipt of a written request. The motion, seconded by Mr. Miller, carried. Ms. Edwards abstained from the vote.

The board discussed the expiration date change to the online license verification page. The expiration date now displays the end of the grace period, instead of the renewal due date.

The board discussed a question from an OTA licensee who will soon be applying for licensure as an OT. The licensee is already DPAM certified and wants to know the process for keeping the certification with the new license type. The board advised that the applicant should send a letter with the application requesting to carry over the DPAM certification to the new OT license.

The board reviewed a checklist created by Ms. Edwards for board member use when reviewing suicide prevention course applications for CCU approval. Ms. Edwards will make the recommended changes and provide Ms. Hutcherson with the checklist for future use with CCU applications.

Ms. Hutcherson reported that 2,194 licensees have completed the mandatory suicide training. There are 684 licensees who still need to complete the training by July 31, 2016.

The board reviewed the licensure status report.

Applications Review

The following applications for licensure were reviewed and recommended for approval. A motion was made by Ms. Skubik-Peplaski to approve the applications as presented. The motion, seconded by Mr. Miller, carried.

- Brey, Joseph Kelly - OT
- Browning, Makayla Ann - OTA
- Bumpus, Amber Marie - OTA
- Cohen, Kristine Elizabeth - OTA
- Collins, Jennifer Ashley - OT
- Conwell, Ashley Ann - OT
- Crippen, Virginia E. - OT
- Diddle, Ashleigh Lauryn - OTA
- Dunlap, Heather Ann - OTA
- Fasulka, Michael - OT
- Fink, Jessica Marie - OTA
- Fontilus, Judener - OTA
- Garrison, Allyson Renee - OT
- Glockner, Haley Brianne - OTA
- Guarino, Deborah - OT
- Hagan, Karesa Mae - OTA
- Harless, Mariah Paige - OTA
- Holcomb, Devonna Joy - OTA
- King, Heather A - OT
- Mattingly, Mary Elizabeth - OT
- Maust, Cynthia K - OT
- Needles, Andrew Lee - OTA
- Nolan, Laura - OTA
- Parker, Michelle DeAngel - OTA
- Popp, Logan J - OT
- Preston, Patricia F - OTA
- Sibert, Caleb Sean - OTA
- Slawinski, Gabrielle Anne - OT
- Stoll, Ann Marie - OTA
- Wooton, Nakeisha Nichole - OTA
- York, Jennifer Wilson - OTA

A motion was made by Ms. Edwards to accept the recommendation of the continuing education application review, which included denial of a DPAM CCU course, Physical Agent Modalities: Thermal – Occupation Based Implementation of Thermal Agent Updated from Aegis

Liveconference.com, on the basis of no hands-on lab included in course. The motion, seconded by Mr. Miller, carried. Mr. DeBurger abstained from the vote.

A motion was made by Ms. Skubik-Peplaski to accept the recommendation of the DPAM specialty certification applications as listed below. The motion, seconded by Mr. Miller, carried.

- Carrico, Madison
- Cole, Madison
- Earley, Dana
- Hamilton, Alyson
- Keeney, Jennifer
- McKinley, Joi (deferred)
- O'Banion, Anna (deferred)
- Walker, Jacqueline – Supervisor

Assignments for Next Meeting –August 11, 2016

All Board Members:

1. Thoroughly review form changes and notify Ms. Hutcherson of any changes or further discussion needed by 4 pm on Thursday, July 21st (not including DPAM Forms)

Ms. Hutcherson:

1. Ask Ms. Ellis if W2's had travel expenses included for 2015
2. Send justification for form changes to Ms. Edwards
3. Send final renewal regulation to Ms. Edwards
4. Draft supervision audit letter for monthly supervision beginning August 2016 and ending July 2017, and send letter to Mr. Halloran for approval before mailing to licensee
5. Respond to all emails discussed at meeting
6. Send final reminder about suicide training to licensees who haven't completed it, with notice that their license may be subject to disciplinary action if they do not complete the course

Ms. Edwards:

1. Send final suicide training CCU checklist to Ms. Hutcherson to be used with new suicide CCU applications
2. Work on documents for submission with forms to LRC upon receipt of justifications from Ms. Hutcherson

Mr. Priddy:

1. Remind Ms. Strickland to send final version of CCU and telehealth regulations to Ms. Hutcherson for submission to Mr. Halloran and LRC

Mr. Halloran:

1. Contact respondent's attorney for 2014-06 and give 30 days to submit a settlement agreement
2. Offer Settlement agreement for 2016-01
3. Offer Settlement agreement for 2016-02
4. Offer Settlement agreement for 2016-03
5. Review supervision audit letter upon receipt from Ms. Hutcherson, who upon approval, will mail to licensee

Approval of Travel and Per Diem

A motion was made by Ms. Edwards to approve travel and per-diem for today's meeting. The motion, seconded by Mr. Miller, carried.

Adjournment

With no further business to discuss the meeting was adjourned at 3:21 p.m.

The next meeting of the Kentucky Board of Licensure for Occupational Therapy is scheduled to be held at 1:00 p.m. on Thursday, August 11 at the Office of Occupations and Professions.